

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814
(916) 322-5330



June 6, 1986

ALL COUNTY INFORMATION NOTICE 1-51-86

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: IMMEDIATE NEED REQUESTS

REFERENCE: ACIN I-22-86

This responds to the question raised by some counties regarding the processing of immediate need requests that occur after the date of application for cash aid but before eligibility has been determined. The revised Application for Public Assistance, CA 1 (11/85), was provided to you on March 6, 1986, with an implementation date of June 1, 1986. This revised CA 1 includes the immediate need request information which was previously on a separate form and allowed counties to process a separate immediate need request.

It is our recommendation that counties have the client who requests immediate need after processing of the application has begun, fill out questions one and five on a separate CA 1, and sign and date the form. This procedure provides an immediate need explanation and gives examples of emergency situations to the client to assist the county in reducing the handling of non-emergency situations. This new CA 1 form would be processed only as an immediate need request; regular AFDC eligibility determination started by the initial CA 1 would continue until a decision had been reached and the client notified in accordance with regulations.

This recommendation does not preclude counties from using an alternative procedure when handling immediate need requests occurring after initial application. However, you are required to process any immediate need situation in accordance with MPP 40-129.3. The recent revision to the immediate need regulations are shown in Attachment I.

Should you have any further questions regarding this immediate need procedure, you may contact Dennis Ragasa of the AFDC and Food Stamp Policy Implementation Bureau at (916) 322-5330.

for Robert A. Horel
ROBERT A. HOREL
Deputy Director

Attachments

cc: CWDA

40-129 IMMEDIATE NEED (Continued)

40-129

- .21 For purposes of this section "liquid resources" means resources which are immediately available and reasonably convertible to cash in time to meet the emergency situation. These may include cash, negotiable securities, and similar resources but do not include cash surrender value of insurance, trust deeds, household items and furnishings, personal effects, motor vehicles, or real property.
- .22 Individuals presently receiving cash aid payments under any of the categorical aids are not considered to be in immediate need.
- .23 Children placed in foster care are not considered to be in immediate need as defined in Section 40-129.2 above.
- .3 The county shall always be alert to situations of immediate need at the time of application or at any time during the application process and shall take the action necessary to assist the applicant in applying for Immediate Need. When an applicant indicates verbally or in writing that he/she is in immediate need, the county shall review the circumstances immediately.
 - .31 If the county determines immediate need does not exist, the normal procedure for determination of eligibility continues (see Section 40-115.22, Exploration of Eligibility). The county, no later than the date the denial action is taken, shall notify the applicant on an appropriate Notice of Action form that the request for immediate need is denied.
 - .32 If the county determines immediate need exists, the applicant shall complete the Form CA 2 immediately.
- .4 The county shall review the Form CA 2:
 - .41 If eligibility for AFDC does not exist, the application is denied (see Section 40-115.232).
 - .42 If eligibility for AFDC is determined, the county shall issue the aid payment for which the applicant is eligible. This payment shall be made no later than the following working day, or,
 - .43 If the county cannot verify eligibility for AFDC the county shall determine if the applicant is eligible for an immediate need payment.
 - .431 An applicant is eligible for an immediate need payment if (a) the applicant is apparently eligible for AFDC and (b) the applicant complied with the procedural requirements provided that it was reasonable for the county to expect the applicant to do so within the time frame prescribed in .433 below. Procedural requirements include, but are not limited to, registering for work, furnishing a social security number, or cooperating in securing such number, accepting unconditionally available income, and agreeing to cooperate with the District Attorney in establishing paternity.
 - .432 The amount of the payment shall be the prorata grant for the month computed from the date of the immediate need payment is authorized, but not more than \$100.
 - .433 The county shall issue the immediate need payment no later than the working day following the date the immediate need was requested.
 - .434 If an immediate need payment is made for one month, and eligibility for an immediate need payment exists in the following month, a second immediate need payment shall be made in the following month provided the amount of the combined payments does not exceed \$100.
 - .435 The county shall notify the applicant on an appropriate Notice of Action form when the request for immediate need is approved.